

**EMERGENCY PREPAREDNESS COMMITTEE**  
**MEETING MINUTES**  
**January 16, 2014**  
**Connecticut Department of Public Health, Room 2H**

Members Present: Judi Reynolds, Michele Connelly, William Ackley - Committee Chair, Mark Franzese, Jeff Merwin, Gary Allyn, Damien Rickard, David Bailey

1.0 Call to Order

Meeting called to order at 10:46AM by Bill Ackley.

2.0 Minutes

A motion to accept the minutes of the previous meeting was made by (Connelly/Merwin), approved unanimously.

3.0 Initiatives for Discussion

The following topics were discussed. A summary of each discussion follows:

- **Emergency Vehicle Response in Hazardous Conditions**

Mark gave an overview of the draft document, noting that it is intended as a guide and welcomes comments or suggestions. There was discussion on the sections and adding a definition page. It was noted Mark did an extensive amount of work in researching and developing the draft. Gary would like to bring it to the CT Fire Chief's for review.

Resuming operations was discussed and is considered an important component of the guide. Altered/limited operations during hazardous conditions were also discussed. Jeff noted that conditions could vary in different parts of the state during the same period affecting operations. There was discussion on; dispatch center issues and responsibilities, response risk assessment, risk levels and the definition of "Other Essential Personnel". The chart was reviewed and discussed including the possible reworking and/or removal columns. Mark reviewed his research and reasoning behind the chart development. Gary Allyn commented on the need to define this as a flexible guidance document to assist in planning.

Wind effect on operations was discussed. Bill asked the group to look for references that could assist with this section. Gary noted there is language on ceasing fire operations during hurricanes in a reference document distributed earlier in the sub-committee's work, and in a document from the Commission on Fire Prevention and Control.

- **MCI Plan Guidance**

The State Statutes regarding Mass Gatherings, the difference in planning needs for each town, the role of the local EMS plan, regionalization of MCI operations and Emergency Management's roles were discussed. Bill spoke on the CMED's being utilized in acquiring resources. There was discussion on the need for uniformity across regions and a common structure.

4.0 Other Business

The next meeting will be Thursday, February 20, 2014.

5.0 Adjourn

A motion to adjourn the meeting was made at 12:20PM, (Allyn/Rickard) approved.

Respectfully Submitted:

Judi Reynolds  
SCCEMS Regional Coordinator